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Arthur D. Merkle, Jr.

VICE-CHAIRPERSON

Jeanne Zarnoch

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Jae Chon
Loretta Howard
Vivian lawyer

EXECUTIVE SECRETARY

Wanda Hutchinson,
Administrator

PERSONNEL BOARD

3430 Court House Drive
Ellicott City, MD 21043
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Monday, November 30, 2015

Personnel Board Quarterly minutes

Present:

Woody Merkle
Jae Chon
Jeanne Zarnoch
Vivian Lawyer
Faith Adelman
Wanda Hutchinson
Stacey Simmons
Chris Fay (recording secretary)

Absent:

Loretta Howard

From the meeting of September 28, 2015:

- I. Meeting was called to order at 6:06 p.m.
- II. The agenda was approved unanimously.
- III. Minutes from the last meeting were reviewed and approved "as is".
- IV. When requiring a doctor's note, the sick leave usage policy changed from "in excess of three consecutive days" to "3 or more consecutive work days". Remove reference of same sex and/or domestic partners in policies that reference this language since same sex marriage is now legal in Maryland.
- V. Classification changes: Board voted and approved changes to Job Code No. 3119 – Engineering Manager II to Engineering Manager II (Architecture), Job Code No. 3117 – Engineering Manager I to Engineering Manager I (Architecture), Job Code No. 3110 through 3114 (Engineering Associate, Engineering Specialists I, II and III to Engineering Associate (Architecture), Engineering Specialists I, II and III (Architecture). Board voted and approved changes to Job Code 2107 – Police Officer (Probationary): Minimum requirements now include Associates Degree or 60 college credits from accredited college or university and Lisc/Cert. now included driver's license issued by another state. Changes to Department of Fire and Rescue removed from agenda
- VI. Meeting closed at 6:33 p.m.